

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY MARCH 9, 2022, at 7:00 pm
AT SEA VIEW ACTIVITY CENTRE**



(1) CALL TO ORDER

We are privileged to acknowledge that this meeting is being held on the traditional territory of the Quatsino First Nations.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (6:30 pm)

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:

Section 90 (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

(3) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for March 9, 2022, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.

(4) DELEGATIONS:

(5) MINUTES:

- a.) *THAT the Minutes from the Regular Meeting of February 23, 2022, be approved*
- b.) February 3, 2022, Minutes from the Public Works Committee, for information purposes
- c.) February 3, 2022, Minutes from the Recreation Committee, for information purposes
- d.) February 3, 2022, Minutes from the Committee of the Whole, for information purposes

(6) COMMUNICATIONS:

- a.) Society of BC Veterinarians – Position statement on Legislation Concerning Dangerous Dogs
March 1, 2022, Letter from Society of BC Veterinarians

- b.) Bill 26 – Public Notice Amendments

March 3, 2022, Letter from Tara Faganello, Assistant Deputy Minister, Min of Municipal Affairs

(6.) REPORTS:

(7.) BYLAWS:

- a.) Bylaw No. 672, 2022, Election Bylaw

Recommendation

THAT Bylaw 672 – Port Alice Election Bylaw be given fourth reading and adoption.

- b.) Bylaw No. 673, 2022, Mail Ballot Authorization and Procedure Bylaw

Recommendation

THAT Bylaw 673 – Mail Ballot Authorization and Procedure Bylaw be given fourth reading and adoption.

- c.) Bylaw No. 674, 2022, Rates & Fees for 2022

Recommendation

THAT Bylaw 674 – Port Alice Rates & Fees Bylaw be given first, second, and third reading.

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY MARCH 9, 2022, at 7:00 pm
AT SEA VIEW ACTIVITY CENTRE**



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d.) Bylaw No. 670, 2022, Financial Plan 2022-2026

Recommendation

THAT Bylaw 670 – Port Alice Financial Plan Bylaw be given first and second reading.

(8.) QUESTION PERIOD:

(9.) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held March 9, 2022, be adjourned

INFORMATION ITEMS

- a.) February 28, 2022, Letter from Mayor Mike Morden, City of Maple Ridge, re: Impact that restricted access to health and fitness facilities

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY FEBRUARY 23, 2022
AT SEA VIEW ACTIVITY CENTRE



Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Sean Watson

Absent Councillor Angela Yunker
Councillor Bruce Lloyd

Staff Bonnie Danyk CAO / CFO
Ryan Nicholson, Ec Dev Officer
Tanya Spafford, Administrative Assistant

Call to Order: 7:00pm

ADOPTION OF AGENDA:

Moved, Seconded and CARRIED

20/22
Adoption of
Agenda

***THAT** the Agenda for the Meeting of the Village of Port Alice for February 23, 2022, be approved;
AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.*

DELEGATION:

MINUTES:

Moved, Seconded and CARRIED

21/22
Minutes
February 9,
2022

***THAT** the Minutes from the Regular Meeting of February 9, 2022, be approved.*

January 6, 2022, Minutes from the Public Works Committee, for information purposes

January 6, 2022, Minutes from the Recreation Committee, for information purposes

COMMUNICATIONS:

Response to letter regarding proof of Covid-19 vaccination in BC

February 10, 2022, Letter from Adrian Dix, Minister of Health

Request to use the Community Centre or SeaVac for after school program

February 15, 2022, Letter from Trish Weatherall, Mount Waddington Literacy Society

Moved, Seconded and CARRIED

22/22
Request for
Recreation
Room use

THAT the Mount Waddington Literacy Society be given free use of the Community Centre
Sea Vac for use in the afterschool program

REPORTS:

BYLAWS:

Moved, Seconded and CARRIED

Bylaw No. 672, 2022, Election Bylaw

23/22 Bylaw
672, Election
Bylaw

THAT Bylaw 672 – Port Alice Election Bylaw be given first, second, third reading.

Moved, Seconded and CARRIED

Bylaw No. 673, 2022, Mail Ballot Authorization and Procedure Bylaw

24/22 Bylaw
673, Mail in
Ballot Bylaw

THAT Bylaw 673 – Mail Ballot Authorization and Procedure Bylaw be given first, second, third reading.

QUESTION PERIOD:

ADJOURNMENT:

Moved, Seconded and CARRIED

25/22
Adjournment

THAT the Regular meeting of the Village of Port Alice held February 9, 2022, be adjourned at 7:16 pm

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held February 9, 2022.

Mayor

Chief Administrative Officer

VILLAGE OF PORT ALICE COUNCIL COMMITTEE
MEETING MINUTES Thursday February 3, 2022
Sea View Activity Centre
Public Works Committee Meeting



Present

Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Angela Yunker
Councillor Bruce Lloyd
Councillor Sean Watson

Staff

Bonnie Danyk CAO / CFO
Jason Yunker, Public Works Foreman

CALL TO ORDER

Mayor Kevin Cameron called the meeting to order at 4:00 pm

APPROVAL OF AGENDA

PW 05/22
Agenda

Moved, seconded and CARRIED

THAT the Agenda for the Public Works Committee be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.

MINUTES:

PW 06/22
Minutes
Jan 6/22

Moved, seconded and CARRIED

THAT the Minutes of the Public Works Committee meeting on January 6, 2022 be approved.

REPORTS:

a) Public Works Foreman's Monthly Report - January

January 31, 2022 Report from Jason Yunker, Public Works Foreman

b) Danger Tree Report

February 1, 2022, Report from David Stewart

PW 07/22
Park Trees

Moved, seconded and CARRIED

THAT staff arrange for Council to meet with David Stewart at the Lion's Park to view and discuss the trees.

ADJOURNMENT:

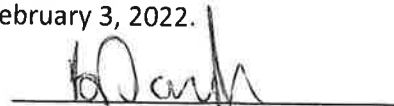
PW 08/22
Adjourn

Moved, seconded and CARRIED

THAT the Public Works Committee meeting of the Village of Port Alice held February 3, 2022 be adjourned at 4:20pm.

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works Committee Meeting held February 3, 2022.


Mayor


Chief Administrative Officer

VILLAGE OF PORT ALICE COMMITTEE
MEETING MINUTES



Thursday, February 3, 2022
Sea View Activity Centre
Recreation Committee Meeting

Present

Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Angela Yunker
Councillor Bruce Lloyd
Councillor Sean Watson

Staff

Bonnie Danyk CAO / CFO
Louisa Moore, Community Centre Coordinator

CALL TO ORDER

Mayor Kevin Cameron called the meeting to order at 4:30 pm

RC 04/22
Agenda

APPROVAL OF AGENDA

Moved, seconded and CARRIED

THAT the Agenda for the Recreation Committee be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

MINUTES:

Moved, seconded and CARRIED

RC 05/22
Rec Minutes
2022-01-06

THAT the minutes of the Recreation Committee Meeting held January 6, 2022, be adopted.

REPORTS:

a) Community Centre Coordinator Monthly Report – January

January 29, 2022, Report from Louisa Moore, Community Centre Coordinator

RC 06/22
Volunteer Gifts

Moved, seconded and CARRIED

THAT the Community Centre put together appreciation gifts consisting of Village merchandise to give to Community Centre Volunteers .

RC 07/22
Adjourn


ADJOURNMENT:

Moved, seconded and CARRIED

THAT the meeting of the Village of Port Alice Recreation Committee held February 3, 2022, be adjourned at 4:40 pm.

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Recreation Committee held February 3, 2022.


Mayor


Chief Administrative Officer

**VILLAGE OF PORT ALICE COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
THURSDAY FEBRUARY 3, 2022
AT THE SEAVIEW ACTIVITY CENTER**



Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Sean Watson
Councillor Bruce Lloyd
Councillor Angela Yunker

Staff Bonnie Danyk, CAO / CFO
Ryan Nicholson EDO

CALL TO ORDER: 4:40 pm

COTW 01/22 Mayor Kevin Cameron called the meeting to order at 4:40 pm

ADOPTION OF AGENDA:

It was duly moved that the agenda be adopted.

CARRIED

MINUTES:

COTW 02/22 It was duly moved:

THAT the minutes of the May 6, 2021 Committee of the Whole meeting be approved.

CARRIED

ITEMS FOR DISCUSSION:

1. Mural Project

- a) October 29, 2021 Report from Bonnie Danyk, CAO / CFO
- b) January 4, 2022 Report from Ryan Nicholson EDO
- c) January 12, 2022 Discussion Paper from David Dick, Port Alice Gas
- d) RDMW 2022 Regional Tourism Action Grant Guide

COTW 03/22 It was duly moved:

THAT the Village of Port provide five grants in the amount of \$1,000 each to any business who wanted to have a mural painted on their building / structure within the Village of Port Alice.

2. Port Alice Economic Development Update

- a) Report from Ryan Nicholson, EDO

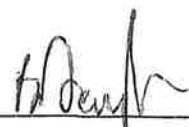
3. Release of Closed Meeting Minutes

- a) Report from Bonnie Danyk CAO / CFO

ADJOURNMENT: The meeting was adjourned at 5:20 pm

Certified Correct


Mayor


Chief Administrative Officer



March 1, 2022

Dear Mayor and Council,

Thank you for reading our letter. We are the Society of BC Veterinarians (SBCV), the voice of veterinarians in BC. We are the member service (not regulatory) organization providing education, advocacy, and public awareness activities as well as our evidence-based activities supporting and promoting animal health and welfare.

Over the past few years, we have been very involved in the issue of dangerous and aggressive dogs, as defined in the Community Charter and in the Vancouver Charter. We have consulted with the City of Vancouver and with the national Canadian Veterinary Medical Association (CVMA, of which we are an independent chapter) and others on this sensitive and important issue.

The CVMA just released an updated (February 2022) national position statement on Legislation Concerning Dangerous Dogs. You can find this document [linked here](#).

The SBCV is of the view, which was clearly expressed in documents filed in the BC Court of Appeal (as an Intervenor for the "Punky case" regarding dangerous dog status) that in BC, a veterinarian must be consulted and must examine the dog prior to receiving a designation of a dangerous dog, in order to make a proper and legitimate assessment and diagnosis for that dog.

There are compelling reasons supporting our view.

1. In BC, the Veterinarians Act allows only veterinarians who are registrants of the College of Veterinarians of BC (CVBC), our regulatory body, to practice veterinary medicine which is defined as the following: "The diagnosis and treatment of animals for the prevention, alleviation or correction of disease, injury, pain, defect, disorder, or other similar condition." Any person who is not a registrant who diagnoses an animal may be guilty of unauthorized practice. There are more than 1,800 veterinarians in practice in BC, many of which conduct behavioural examinations for dogs and develop treatment plans, as part of their normal practice. These veterinarians often utilize prescription medications to aid in the treatment of these animals. It is important to note that veterinarians are the only professionals which are legally permitted to prescribe prescription medications to animals.

PO Box 21086 N. side Howe Square 1870, Maple Ridge BC V2X 1P7 www.canadianveterinarians.net
Email: cvma-sbcv@cvma-acmv.org telephone 604-496-3111

The CVMA just released an updated (February 2022) national position statement on Legislation Concerning Dangerous Dogs, available here.

Thank you.

LEGISLATION CONCERNING DANGEROUS DOGS - POSITION STATEMENT

February 25, 2022

Position

The Canadian Veterinary Medical Association (CVMA) supports legislation on dangerous dogs if it is directed at fostering the safety and protection of the general public and domestic animals, is not discriminatory toward a specific breed, and considers the welfare of all animals deemed to be dangerous. The CVMA supports close veterinary team involvement and a community-level approach to dog bite prevention, including responsible breeding, training, handling, socialization, pet selection and pet ownership as well as public education.

Summary

- Aggressive behaviour in a dog is not by itself sufficient to indicate that the animal is dangerous.
- The precise definition of the term "dangerous dog" as used in Canadian legislation varies across provinces, territories, and municipalities.
- The CVMA believes that many aggressive dog incidents and resulting bite injuries could be prevented by increasing effort to educate communities on dog bite prevention, responsible ownership, breeding, training, handling, behaviour, and the benefit of socializing dogs at a young age.
- Veterinarians, including veterinary behaviourists certified by the American College of Veterinary Behaviorists (ACVB), are the only professionals licenced to diagnose a medical, physical, or psychological condition that predisposes a dog to aggressive behaviour. A veterinarian therefore should be involved in the evaluation of any dog under consideration for being declared dangerous.
- The CVMA encourages provinces, territories, and municipalities to strive for the application of harmonized terminology and uniform regulations and/or legislation to potentially "dangerous" dogs that incorporate consultation with veterinarians and veterinary evaluation of dogs in support of the health and welfare of the public, and animal welfare.

Background

1. Aggression is a normal behaviour expressed by most species of vertebrates and many invertebrates. The behaviour has evolved to support an individual animal's ability to survive, acquire resources, or reproduce. However, excessive, or inappropriate aggression from an animal towards a human or another domestic animal can endanger individual, public and community health.
2. Aggressive behaviour in dogs towards other animals or humans may manifest as biting. Multiple, interrelated factors (1-4) are reported to contribute to the likelihood and severity of reported dog bite incidents. Examples include, but are not limited to:

Human factors such as:

- young children or the elderly are at higher risk of serious injury;
- lack of supervision of both children and dogs;
- an increased risk of a bite from a familiar dog;
- type of interaction (e.g., running or chasing increases the risk of biting behaviour);
- a person's lack of knowledge of dog behaviour and the ability to read a dog's body posture;

- maltreatment of a dog by humans;
- owners/handlers who do not have proper control of their animal.

Animal factors such as

- physical health of the dog (e.g., presence of painful conditions);
- temperament (e.g. anxiety is a major cause of biting behaviour);
- size of the dog increases the severity of the bite;
- gender and reproductive status;
- training;
- socialization of the dog.

Environmental factors such as

- level of enforcement of dog control;
- geographic location;
- population density;
- level of reporting of dog bites;
- cultural factors (e.g., dogs living as community pets).

3. Aggression in dogs that may result in biting is a complex behaviour that can be considered appropriate or inappropriate depending on the situation. Appropriate aggression is a normal behaviour where an animal exhibits aggression that is in context with the degree of pain, danger or threat experienced or perceived by the dog. Dogs that show appropriate aggressive behaviour will typically exhibit a complete behavioural sequence or patterned response to environmental circumstances which includes in the following order (1, 5):

- Initial signals indicating discomfort including but not limited to: stiffening of the body posture, yawning, blinking, nose-licking, turning head away, turning body away, paw-raising, increased amount of sclera visible ("whale eye");
- More obvious whole-body postures such as tail tuck and/or body tuck, walking away, lying down with leg up, flattened ears;
- Increasingly overt warning signals such as staring, growling, lip lifting, and/or barking;
- Pause to observe the other individual's response;
- Action including snap with or without biting only if the dog has interpreted the situation/person as dangerous;
- Bite followed by release.

If these warning signals are displayed and the perceived threat is removed, a behaviourally normal dog will choose to end the aggressive sequence after the warning without further action (6).

4. Dogs that show inappropriate aggressive behaviour will have an altered behaviour sequence (no warning prior to the bite; no release of the bite; multiple bites in one sequence, warning and bite without a pause between the two events, etc.) (7). Other indications of inappropriate aggressive behaviour include:

- Aggressive behaviour cannot be justified or explained given the circumstances (inappropriate for the context, for example, not related to actual threat, need for self-defence, presence of pain or threat to the animal);
- Frequency of aggressive events is excessive for the context;
- Severity of the bite is excessive for the context.

5. The precise definition of the term "dangerous" dog as used in Canadian legislation differs across provinces, territories, cities, municipalities and First Nations (8-13). Elements that are frequently considered in making the determination that such animal is "dangerous" include:

- The animal, without provocation, in a vicious or menacing manner, chased or approached a person or domestic animal in an apparent attitude of attack;
- The animal has a known propensity, tendency or disposition to attack without provocation, to cause injury or to otherwise threaten the safety of persons or domestic animals;
- The animal has without provocation, bitten, inflicted injury, assaulted or otherwise attacked a person or domestic animal.

In some cases, the severity of the bite (or "bite level") is used in the determination of whether a dog is assessed as "dangerous" (8, 14).

In some jurisdictions separate legislation applies to working dogs such as those used by the police or military.

6. Though the size and strength of the dog do influence the severity of potential bites, studies have demonstrated that general characteristics of a dog such as breed make only a small contribution to the development of aggressive behaviour (16, 17).

7. Some municipalities have adopted legislation that aims to restrict certain breeds or types of dogs that they consider to be of higher risk of being dangerous. This type of legislation is referred to as "breed-specific" dog legislation. Such legislation, which varies widely by province and by municipality has not been shown to reduce dog bite incidence in the areas in which it is enforced and is therefore not supported by the CVMA (1,8,14,15).

8. The CVMA believes that many aggressive incidents involving dogs and resulting bite injuries could be prevented by increasing effort to educate communities on dog bite prevention, responsible ownership, breeding, training, handling (e.g., proper leash control, appropriate confinement) and the benefit of socializing dogs at a young age (2, 18).

9. Aggression in dogs resulting from behavioural, medical, or physical conditions may be amenable to treatment. Veterinarians, including veterinary behaviourists certified by the American College of Veterinary Behaviorists (ACVB), are the only professionals licenced to diagnose a medical, physical, or psychological condition that predisposes a dog to aggressive behaviour. In addition, veterinarians are the only professionals licensed to prescribe the prescription drugs often required as a component for possible successful treatment of aggressive animals. A veterinarian therefore should be involved in the evaluation.

of any dog under consideration for being declared dangerous and should be involved in identifying and defining appropriate options for further assessment and/or treatment.

10. Shelters where a "dangerous dog" might be ordered confined pending an assessment and legal decision should be appropriately resourced and staff should be properly trained to ensure that they remain safe and that animal welfare standards applicable to the subject dog are maintained. A veterinary evaluation of the animal may be required depending on conditions and length of time a dog is expected to be confined since fear and anxiety over extended periods of time can exacerbate aggressive behaviour.
11. The CVMA encourages province, territories, and municipalities to strive for uniform regulation/legislation that considers both the health and welfare of the public as well as the dog designated as dangerous, including the possibility of rehabilitation of the individual dog. Decisions on dogs ordered confined should be made without delay to mitigate risks outlined above.
12. The CVMA encourages veterinary schools to provide appropriate behavioural training to their students given the importance of dog bites as a public health issue.
13. Veterinarians should familiarize themselves with their provincial and/or municipal regulations regarding dangerous dogs, avail themselves to continuing education regarding assessment and treatment of aggressive dogs and offer their knowledge and expertise, as appropriate, in the interest of public safety and animal welfare.?



March 3, 2022

Ref: 269135

Dear Chief Administrative Officers and Corporate Officers:

I am pleased to share that the Bill 26 public notice amendments came into force February 28, 2022. These amendments give local governments the flexibility to adopt a bylaw to provide for alternative means of publication. For communities where the current public notice provisions are working well, no changes are required as these provisions will remain the default.

In addition to the option to adopt a bylaw, several consequential amendments have been made to align all of the public notice provisions in the *Community Charter*, *Local Government Act*, *Islands Trust Act*, *Municipal Replotting Act*, and *Vancouver Charter*. More information about these consequential amendments can be found on page eight of the attached circular from October 2021.

Prior to adopting a public notice bylaw, local governments must consider the principles of reliability, suitability, and accessibility. These principles are prescribed in Ministerial Regulations 'Public Notice Regulation' (M52) and 'Public Notice (Vancouver Charter) Regulation' (M53) which were deposited on February 28, 2022 (see attached). More information about the principles and what to consider before adopting a public notice bylaw can be found in Public Notice Guidance Materials: For B.C. Local Governments on our website.

If you have any questions about the public notice changes, I encourage you to contact our Governance and Structure Branch. You can reach the Governance and Structure Branch by phone or email at: 250-387-4020 or LGGovernance@gov.bc.ca.

Kind Regards,

Tara Faganello
Assistant Deputy Minister

Enclosures

...2

pc: Gary MacIsaac, Executive Director, UBCM
Candace Witkowskyj, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo BC
Michelle Dann, Executive Director, Local Government Division, Municipal Affairs
Joshua Craig, Financial Officer, Local Government Division, Municipal Affairs
Patrick Thompson, Director, Local Government Division, Municipal Affairs
Arielle Guetta, Senior Planning Analyst, Local Government Division, Municipal Affairs
Lisa Hoskins, Senior Planning Analyst, Local Government Division, Municipal Affairs
Liberty Brears, Senior Planning Analyst, Local Government Division, Municipal Affairs

PROVINCE OF BRITISH COLUMBIA
REGULATION OF THE MINISTER OF
MUNICIPAL AFFAIRS

Community Charter

Ministerial Order No. M55

I, Nathan Cullen, Minister of Municipal Affairs, order that the attached Public Notice Regulation is made.

DEPOSITED

March 1, 2022

B.C. REG. 52/2022

March 1, 2022

Date

Nathan Cullen

Minister of Municipal Affairs

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Community Charter*, S.B.C. 2003, c. 26, s. 94.2

Other: _____

R20566116

PUBLIC NOTICE REGULATION

Definition

- 1 In this regulation, “Act” means the *Community Charter*.

Principles for effective public notice

- 2 (1) Before adopting, under section 94.2 of the Act, a bylaw providing for alternative means of publishing a notice, a council must consider the following principles:
- (a) the means of publication should be reliable;
 - (b) the means of publication should be suitable for providing notices;
 - (c) the means of publication should be accessible.
- (2) Means of publication are reliable if
- (a) they provide factual information, and
 - (b) publication takes place at least once a month or, if the means of publication is a website, the website is updated at least once a month.
- (3) Means of publication are suitable for providing notices if
- (a) they allow all information in a notice to be displayed legibly,
 - (b) they allow a notice to be published by the required date, and
 - (c) they allow a person to consult a notice more than once during the period from the date of publication until the date of the matter for which notice is required.
- (4) Means of publication are accessible if
- (a) they are directed or made available to a diverse audience or readership, and
 - (b) they are easily found.

October 29, 2021

To: All local government chief administrative officers and corporate officers

Re: Bill 26

As you may be aware, on October 26, 2021 Bill 26 was introduced in the Legislature. The Bill proposes amendments to various sections in the *Community Charter*, *Local Government Act*, *Islands Trust Act*, *Vancouver Charter*, *Municipal Replotting Act*, *Powell River Incorporation Act*, *Cultus Lake Park Act*, *University Endowment Land Act*, and the *Municipalities Enabling and Validating Act (No.4)*.

The purpose of this circular is to provide an overview of some of the more significant changes in the Bill, including changes to public notice requirements, public hearing requirements, and a new requirement to consider a code of conduct.

If passed, some of the proposed changes will come into effect immediately (public hearings), while others (public notice and codes of conduct) will not come into force until a regulation is passed, likely in early 2022. For more information about the other proposed changes in the Bill please view the Information Bulletin.

We encourage local governments to begin thinking about how they might incorporate the proposed changes into local government business.

Public Notice

Proposed changes to section 94 of the *Community Charter* would add an option for local governments to adopt a bylaw to provide for alternative means of publication. This change recognizes that local governments are in the best position to determine how to notify and engage community members and provide greater flexibility for them to reach a wider audience.

Where the existing rules are working well for communities there will be no need to change – they can continue to use newspapers for notice. This method of publication will remain the default.

Local governments that want to create their own public notice scheme will need to adopt a public notice bylaw. Prior to adopting a bylaw, local governments must first consider principles of effective public notice which will be defined through regulation which include considerations like accessibility, suitability and reliability.

These changes will be brought into force by regulation in 2022. Once the legislation is in force and the principles of effective public notice have been considered, councils and boards will be able to choose two or more ways (e.g., local government website and newspaper) to meet their statutory public notice obligations.

Additional guidance material will be provided to local governments when the changes are brought into force. There are also several consequential amendments – including changes to regional district and Islands Trust public notice requirements that are summarized in Attachment 2.

Code of Conduct

The legislation would establish a new requirement for all local governments to publicly consider the development of a code of conduct. The change seeks to create a regular process for elected officials to engage in conversations about shared expectations for conduct as they carry out their responsibilities and govern together. This is a next step in ongoing work that the province, the Union of BC Municipalities and the Local Government Management Association have committed to doing together, and the approach was supported by a special resolution endorsed at the Union of BC Municipalities Convention in September 2021.

Within six months of a general local election all municipal councils and regional district boards will have to consider, at an open meeting, whether to establish a new code of conduct or revise an existing one. Principles to guide these discussions will be established by regulation.

If a local government decides not to establish or revise a code of conduct, they will need to make their reasons for this decision publicly available upon request. They will also have to reconsider their decision before January 1 of the year of the next general local election.

These changes will not take effect until a regulation to bring them into force is passed – likely in spring 2022. Additional guidance material will be provided when the changes are brought into force.

Public Hearings

The proposed changes to section 464 of the *Local Government Act* remove the default requirement for local governments to hold public hearings for zoning bylaw amendments that are consistent with the official community plan (OCP). Instead, approval of such zoning bylaws would proceed by default without public hearings, thereby removing the need for local governments to go through the process of waiving these hearings (as currently is required).

In order to maintain transparency in such cases, the amendments will require that a local government provide public notice of the zoning bylaw before the bylaw is considered at first reading by a municipal council or regional district board.

Under the proposed changes, local governments will still have the option to hold a public hearing on a zoning bylaw that is consistent with the OCP, if they so choose.

These proposed amendments are some of the first changes stemming from the Development Approvals Process Review (DAPR), which aims to improve the efficiency and effectiveness of development approvals to increase housing supply. For more information about these changes see the News Release.

Delegation of Authority for Development Variance Permits

Proposed changes to sections 498 and 499 of the *Local Government Act* would enable local governments to delegate development variance permit (DVP) decisions to staff, if the proposed variance is minor and pertains to matters specified in legislation, including:

- zoning bylaws respecting siting, size and dimensions of buildings, structures and permitted uses;
- off-street parking and loading space requirements;
- regulation of signs; and
- screening and landscaping to mask or separate uses or to preserve, protect, restore and enhance natural environment.

These legislative changes respond to feedback received during the DAPR consultations that many technical DVP decisions made by local government councils and boards could be reasonably considered by staff. These changes are designed to support increased efficiency of decision making in development approval processes. The enabling nature of this amendment provides local governments with autonomy in deciding whether to delegate DVP decisions to staff.

Local governments that delegate the power to issue a DVP to staff will be required to include in their delegation bylaw:

- a. Criteria for determining whether a proposed variance is minor
- b. Guidelines that the delegate must consider in deciding whether to issue a DVP

These requirements provide local governments with flexibility in determining what constitutes a minor variance and guiding a delegate that is exercising the power to issue a DVP. This approach helps retain council and board oversight of delegated decisions and establishes a fair application process for all applicants. The proposed legislative changes maintain consistency with the approach the *Local Government Act* takes for other delegated land use permits by providing that an applicant who is subject to a decision of the delegate is entitled to have the local government reconsider the matter. However, delegates that exercise the power to issue a DVP will not be required to provide notice under section 499 of the *Local Government Act*.

If you have any questions regarding the proposed amendments to public notice provisions or the new requirement to consider a code of conduct, please contact our Governance and Structure Branch. You can reach the Governance and Structure Branch by phone or email at: 250 387-4020 or LGGovernance@gov.bc.ca.

If you have any questions about the proposed changes to public hearings and delegation of development variance permits, please contact our Planning and Land Use Management Branch. You can reach the Planning and Land Use Management Branch by phone or email at: 250 387-3394 or PLUM@gov.bc.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Faganello", with a stylized flourish at the end.

Tara Faganello
Assistant Deputy Minister and Inspector of Municipalities
Local Government Division, Ministry of Municipal Affairs

Attachment 1: FAQs

Public Notice

Are local governments required to adopt a public notice bylaw?

No. Under the new local choice framework, local governments may choose to adopt a public notice bylaw *or* if they don't adopt a bylaw, the default notice provisions in section 94.1 of the *Community Charter* apply – these are the same publishing requirements that applied to public notice before amendments were made.

If a local government adopts a public notice bylaw, can one of the means be publishing in the local newspaper?

Yes. In some communities, local newspapers are still a regularly published resource. In those communities, local governments may choose to continue to use the default public notice requirements *or* choose to adopt a public notice bylaw that includes newspaper publication as one of the two required means of providing notice.

When can local governments start thinking about adopting a public notice bylaw?

It is anticipated that the amendments to the legislation will not come into force until sometime in 2022. Before deciding on the means of public notice to be included in a bylaw, the local government must consider the principles of effective public notice. These will be outlined in a regulation and are likely to include considerations such as: are the means easy to access; can information be easily retrieved in the future; is the source well-established and reliable.

Will guidance material be available for the new public notice options?

Yes. Detailed guidance material will be made available to inform local governments of the changes and the public notice options available. Ministry staff will be engaging with local government staff in the development of these materials, which will be available in early 2022 when the amendments are anticipated to be brought into force.

Code of Conduct

Are local governments required to adopt a code of conduct?

There is no requirement for municipal councils or regional districts to adopt a code of conduct, but they must publicly consider and decide whether or not to adopt one or review an existing one. If they choose not to create or review a code of conduct, they must be prepared to make available their reasons for this decision.

What do local governments need to consider before deciding whether to establish or review

a code of conduct?

Municipal councils and regional district boards must consider the prescribed principles of codes of conduct and any other prescribed matters before making their decision. The prescribed principles will be outlined in a regulation and it is anticipated they will be similar to the foundational principles of responsible conduct. Further information and guidance on consideration for codes of conduct will be made available when the new sections come into force.

When would the consideration of a code of conduct need to occur?

The first-time local governments would be required to consider and make a decision about adopting a code of conduct or reviewing an existing one, would be within six months of its first council meeting following the 2022 general local election. If a local government decides to adopt or review a code of conduct, they would not be required to reconsider their code of conduct again until after the next general local election.

However, if a local government decides not to adopt or review a code of conduct, they will be required to revisit this decision sometime before January 1 of the year of the next general local election.

Public Hearings

Would the public still have the opportunity to provide input on a rezoning where a public hearing is not required?

Under the proposed amendments, local governments will, by default, proceed without a public hearing process when the rezoning (zoning bylaw amendment) is consistent with the OCP. There would already have been a public hearing for the OCP itself during the course of its approval. However, to further maintain transparency, local governments will be required to provide notice to affected property owners that the zoning bylaw is proceeding to first reading.

While the proposed amendments do not require the local government to provide an opportunity for the public to be heard or to consider written submissions in such cases, as with other proposed bylaws, members of the public are always able to contact their council on any matter through, for example, writing a letter or attending a council meeting. These avenues will remain. When local governments make rezoning decisions without public hearings, they also have the option to undertake other kinds of early public engagement, such as information sessions early in the rezoning application processing stage.

If a local government does *opt in* to holding a public hearing when it is not required, what are the procedural requirements that it will need to undertake?

If a local government chooses to hold a public hearing on a rezoning for which a hearing is not

required, it will follow the normal public hearing procedures under existing section 465 of the *Local Government Act*, including providing advance public notice that a hearing will take place. Open meeting rules under local government legislation require these types of matters to be considered at meetings open to the public.

Will guidance material be available for the new public hearing amendment?

Yes. Guidance material will be developed on local government processes and notice in situations where public hearings are not required.

Delegation of Authority for Development Variance Permits

Will guidance material be available on the delegation of authority for DVPs?

Yes. Guidance material will be provided after the changes are brought into force.

Attachment 2 – Consequential Amendments Related to Public Notice Changes

Local Government Act

- All references to publication in a newspaper (except s.659(5)) have been removed from the *Local Government Act* and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means that all public notices must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.
- Notice for regional district special meetings has changed to twenty-four hours notice (unless waived by unanimous vote). The notice must be posted at the regular meeting place and the public notice posting places and sent to each Director. There is no longer a requirement to mail notice to Directors five days before.
- Before a regional district procedure bylaw can be amended, repealed, or substituted, notice must now be provided in accordance with section 94 of the *Community Charter*. There is no longer a requirement to mail notice to Directors five days before.

Community Charter

- Reference to publication in a newspaper in section 208(3) has been removed and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means the notice must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.

Municipal Replotting Act

- Notice of a replotting scheme must now be published in accordance with all of section 94 of the *Community Charter*, not just 94(1)(b).

Islands Trust Act

- Trust Council and Local Trust Committees must now include public notice posting places in their procedure bylaws.
- Reference to publication in a newspaper in section 49.6(2) has been removed and replaced with the requirement to post in accordance with section 94 of the *Community Charter*. This means the notice must be posted in the public notice posting places and published in accordance with either section 94.1 or 94.2 of the *Community Charter*.

Vancouver Charter

- Notices under Part 1 [Electors & Elections] & Part 2 [Assent Voting] must now be published in accordance with section 3 [requirements for public notice] of the *Vancouver Charter*.

VILLAGE OF PORT ALICE
BYLAW NO. 672, 2022

A Bylaw to provide for the determination of various procedures for the conduct of Local Government Elections and Other Voting

WHEREAS under the *Local Government Act*, Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS pursuant to Section 69 of the *Local Government Act*, Council may, by bylaw, limit registration of electors to registration at the time of voting;

AND WHEREAS the Council of the Village of Port Alice wishes to limit registration of electors to registration at the time of voting for all elections under Part 3 and 4 of the *Local Government Act*;

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Local Government Election Bylaw No. 672, 2022."

2. VOTING DAY REGISTRATION

For the purposes of all elections and other voting under Part 3 and 4 of the *Local Government Act*, a person may register as an elector only at the time of voting. Registration as an elector under Section 2 of this bylaw is effective only for the voting or other matters on which the opinion of the electors is being sought at the time of voting.

3. ADDITIONAL ADVANCE VOTING OPPORTUNITIES

(a) In addition to the required advance voting opportunity on the 10th day before general voting Day, the following days are hereby established as advance voting opportunities for general local Elections and other voting: **Four (4) business days preceding General Voting Day.**

(b) Advance voting opportunities on the dates specified in subsection 3(a) shall be available
Between the hours of 8:30 a.m. and 4:30 pm at
The Village Office
1061 Marine Drive
Port Alice, BC

4. ACCESS TO NOMINATION DOCUMENTS

As authorized under section 89 (8) of the *Local Government Act*, public access to nomination documents will be provided by posting the nomination documents on the Village website and by making copies available for inspection at the Village Office during regular business hours, being 8:30 am to 4:30 pm Monday through Friday, from the time of delivery until 30 days after the declaration of the election results.

5. NUMBER OF SCRUTINEERS AT VOTING PLACES

As authorized under section 134 (3) of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is one (1).

6. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

7. SEVERABILITY

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid Portion must be severed and the remainder of the bylaw is deemed valid.

8. REPEAL

The following bylaws are hereby repealed:

Village of Port Alice Bylaw No. 644, 2017

READ A FIRST TIME ON FEBRUARY 23, 2022

READ A SECOND TIME ON FEBRUARY 23, 2022

READ A THIRD TIME ON FEBRUARY 23, 2022

READ FOR A FOURTH TIME AND ADOPTED ON MARCH 9, 2022

Mayor

Chief Administrative Officer

Certified a true copy of Bylaw No.672, as adopted by Council on the __ day of _____, 2022.

Chief Administrative Officer

Village of Port Alice
Bylaw No. 673, 2022

The Council of the Village of Port Alice in open meeting, enacts as follows:

1. **CITATION**

This bylaw may be cited as "Mail Ballot Authorization and Procedure Bylaw No. 673, 2022.

2. **AUTHORIZATION AND DEFINITIONS**

2.1 Voting may be done by mail ballot and registration of election may be done by mail in conjunction with mail ballot voting.

2.2 The chief election officer may establish the time limits in relation to voting by mail.

2.3 In this bylaw,

Applicant means an elector who wants to vote by mail and make a request for a mail ballot;

Authorized Person means a person that the applicant has authorized, on the applicant's behalf, to:

- a) pick up a mail ballot package; or
- b) drop off a completed mail ballot package.

Register of Mail Ballots means the records that the Chief Election Officer must keep in order to address any challenges to an elector's right to vote.

2.4 The definitions contained in the *Local Government Act* shall apply in this bylaw.

3. **APPLICATION PROCEDURE**

3.1 An Applicant shall apply by giving their name and address to the Chief Election Officer during the period:

- a) commencing forty-five (45) days before general voting day, and
- b) ending at 4:00 pm fifteen (15) days before general voting day.

3.2 Upon the Applicant making a request for a mail ballot, the Chief Election Officer shall, between the time when the ballots are ready and 4:00 p.m. fourteen (14) days before general voting day:

- (a) make available to the Applicant, a mail ballot package which contains:
 - i. the content set out in section 110(7) of the *Local Government Act* [section 72(7) of the *Vancouver Charter*];

Village of Port Alice
Bylaw No. 673, 2022

- ii. additional instructions; and
 - iii. a statement advising the elector that
 - a. the elector must meet the eligibility to vote criteria, and
 - b. The elector must attest to such fact; and
- (b) record in the Register of Mail Ballots and, upon request, make available for inspection:
- i. the name and address of the elector to whom the mail ballot package was issued; and
 - ii. any other information that the Chief Election Officer deems helpful to maintain the register of mail ballots.
- 3.3 As per the Applicant's direction, the Chief Election Officer may distribute the mail ballot package in any of the following ways:
- a) sending the mail ballot package by Canada Post;
 - b) sending the mail ballot package by courier at the expense of the applicant;
 - c) having the mail ballot package picked up by the Applicant at a designated time and location; or
 - d) having the mail ballot package picked up by an Authorized Person at a designated time and location.
- 3.4 The Chief Election Officer may request that the Authorized Person show identification and sign a form before providing the Authorized Person with the mail ballot package.

4. VOTING PROCEDURE

- 4.1 To vote by a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the chief election officer.
- 4.2 After marking the ballot, the elector shall:
- a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
 - c) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope; and
 - d) mail, or have delivered, the outer envelope and its contents to the chief election officer at the address specified so that it is received by the chief election officer no later than the close of voting on general voting day.

Village of Port Alice
Bylaw No. 673, 2022

5. BALLOT ACCEPTANCE OR REJECTION

5.1 Until 4:00 pm four (4) days before general voting day, the Chief Election Officer shall, upon receipt of the return envelope and its contents:

- a) immediately record the date of receipt in the Register of Mail Ballots; and
- b) open the return envelope.

5.2 When the Chief Election Officer examines the certification envelope, the Chief Election Officer shall:

- a) confirm the identity of the elector as an Applicant on the Register of Mail Ballots;
- b) determine the fulfilment of the requirements in section 70 of the Local Government and the completeness of any application to register, if required; and
- c) determine the completeness of the certification envelope.

5.3 If the Chief Election Officer is satisfied that the elector has met the requirements in section 5.2, the Chief Election Officer shall:

- a) mark the certification envelope as "accepted";
- b) place the accepted certification envelope with the other certification envelopes.

5.4 If the Chief Election Officer determines that:

- a) the Chief Election Officer is not satisfied as to the identify to the elector; or
- b) the elector has not completed the application to register properly;

the Chief Election shall mark the certification envelope as "rejected", indicate the reason for the rejection for the rejection and set aside the rejected certification envelope unopened.

5.5 The Chief Election Officer shall retain in their custody all opened and unopened certification envelopes.

5.6 After 4:00 pm four (4) days before general voting day, the Chief Election Officer, in the presence of at least 1 other person, including any candidate representatives, shall:

- a) deal with any challenges to the electors involving the accepted certification envelopes;
- b) open the certification envelopes;
- c) remove the secrecy envelopes containing the ballots; and
- d) place the secrecy envelope containing the ballot in the ballot box (if manual count) or open the secrecy envelope and run the ballot through the automated voting machine).

Village of Port Alice
Bylaw No. 673, 2022

- 5.7 If the Chief Election Officer receives a return envelope with its contents after 4:00 pm four (4) days before general voting day but before the close of general voting, the Chief Election Officer shall:
- a) handle those return envelopes in accordance with sections 5.1 at the time that the Chief Election Officer receives the return envelopes;
 - b) retain all accepted certification envelopes until the close of general voting day;
 - c) process the accepted certification envelopes in accordance with sections 5.2 to 5.5 after the close of general voting day.
- 5.8 As soon as possible after all of the secrecy envelopes have been placed in the ballot box, in the presence of at least 1 other person and any candidate representatives, the Chief Election Officer shall supervise:
- a) the opening of the ballot box;
 - b) the opening of the secrecy envelopes and
 - c) the counting of the ballots in accordance with the provisions of the *Local Government Act* [or *Vancouver Charter*].
- 5.9 If the Chief Election Officer receives a return envelope with its contents after the close of general voting day, the Chief Election Officer shall:
- a) mark the return envelope as “rejected”;
 - b) indicate the reason why the return envelope was rejected on the return envelope; and
 - c) place the unopened return envelope with the other rejected return envelopes.

6. CHALLENGE OF ELECTOR

- 6.1 A person who qualifies under section 126 of the *Local Government Act* may challenge the right of a person to vote by mail ballot on the grounds set out in section 126 of the *Local Government Act* up until 4:00 pm four (4) days before general voting day.

7. ELECTOR’S NAME ALREADY USED

- 7.1 If, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the elector’s name, the Chief Election Officer shall comply with section 127 of the *Local Government Act*.

8. REPLACEMENT OF SPOILED BALLOT

- 8.1 If an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by:

Village of Port Alice
Bylaw No. 673, 2022

- a) advising the Chief Election Officer of the ballot spoilage; and
- b) mailing or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer.

8.2 Upon receipt of the spoiled ballot package, the Chief Election Officer shall, record such fact, and proceed in accordance with Part 4 of this bylaw.

READ A FIRST TIME ON FEBRUARY 23, 2022

READ A SECOND TIME ON FEBRUARY 23, 2022

READ A THIRD TIME ON FEBRUARY 23, 2022

READ FOR A FOURTH TIME AND ADOPTED ON MARCH 9, 2022

Mayor

Chief Administrative Officer

Certified a true copy of Bylaw No.673, as adopted by Council on the __ day of _____, 2022.

Chief Administrative Officer

**A BYLAW FOR VILLAGE OF PORT ALICE
RATES & FEES FOR 2022**

WHEREAS the Council considers it desirable to charge for fees and services provided by the Municipality;

The Council of the Village of Port Alice enacts as follows:

1. TITLE

- (a) This bylaw may be cited for all purposes as the "Village of Port Alice Rates & Fees Bylaw No. 674-2020".

2. ENACTMENT

- (a) This bylaw is in effect April 1, 2022, except for schedules A, B and D which are effective January 1, 2022.
- (b) It shall be lawful for the Chief Administrative Officer or the Finance Officer to transfer any outstanding accounts receivable invoices, if unpaid on the 31st day of December, to property taxes in arrears.
- (c) This bylaw repeals Bylaw No 652, 2019 and Bylaw No. 655, 2019.

3. SCHEDULES

- (a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M and N attached to and forming part of this bylaw are hereby adopted and are the rates charged for the Village of Port Alice user rates.

4. SEVERABILITY

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

5. TABLE OF CONTENTS

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Read a first time on the 9th day of March, 2022.

Read a second time on the 9th day of March, 2022.

Read a third time on the 9th day of March, 2022.

Adopted on the 23rd day of March, 2022.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Certified to be a true copy of the Village of Port Alice Rates & Fees Bylaw No. 674-2022
As adopted on the 23rd day of March, 2022.

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE A – WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a)	Any property owner who desires a turn off or on of service must give to the Village office, seven (7) days' notice in writing, except in the case of an emergency, and shall at the same time pay the fee for each turning off or on.	\$75.00
b)	Where installation of a water connection exists the fee for inspection of a standard 18mm (3/4") connection will be:	\$75.00
c)	For each additional inspection required after the first inspection because of defective material or workmanship the fee will be:	\$75.00
d)	Where a water connection (standard 18mm (3/4")) is to be installed, a water main or lateral line must be within twenty (20) metres distance from the property line. The fee shall be at cost or a minimum of:	\$1,500.00
e)	Where a water connection is required above the standard 18mm (3/4") or is beyond the 20 metre distance, the fee shall be at cost or a minimum of:	\$1,500.00
2. Semi Annual Rates		Rate per month
The rates reflected in this schedule are based on a flat rate billing system.		
a	For each single residential dwelling unit	\$8.25
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$8.25
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$8.25
d	For Trailer and Mobile Homes	\$8.25
e	For Schools – each class room	\$8.25
f	For each Yacht Club	\$8.25
g	Garage or Service Station With Car Wash Facilities	\$8.25 Metered Rate
h	For Commercial Light Industrial & Industrial	Metered Rate
i	For each Strata Titled Apartment Building (owner to provide metre) Forest Grove (Minimum rate \$5.15 per unit) Seaview (Minimum rate \$5.15 per unit) Misty Manor (Minimum rate \$5.15 per unit) Quatsino Chalet (Minimum rate \$5.15 per unit)	Metered Rate
j	For Campground (Minimum rate \$5.15 per site)	Metered Rate
k	For Health Clinic (Minimum rate \$7.00 per month)	Metered Rate
l	For each beer parlor/lounge (Minimum rate \$8.25 per month)	Metered Rate
m	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
n	For each Office, Shop, Small Store (Minimum rate \$8.25 per month)	Metered Rate
o	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
3. Metered Rate Users		
a	First 20,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
b	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
c	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.40
d	80,000 plus cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.42

SCHEDULE B – SEWER RATES

1. Rates – Inspection and Connection Fees		
Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or his agent shall make application to the office of the Village, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and he shall pay to the Village a sewer inspection/connection fee as follows:		
a)	where installation of sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$75.00
b)	where a sewer connection is to be installed, provided a sanitary main or lateral line is within 20 metres distance of the property line, the inspection/connection fee shall be at cost or a minimum of :	\$1,500.00
c)	where a sewer connection is required above the 100 mm (4") or is beyond the 20 metre distance, the charge will be the minimum rate or cost, whichever is higher.	\$1,500.00 minimum
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).		10%
Re-Inspection Fee An inspection fee shall be paid to the Village for each additional inspection required after the first inspection because of defective materials or workmanship.		\$75.00
2 Semi Annual Rates	The rates reflected in this schedule are based on a flat rate billing system.	Rate per month
a	For each single residential dwelling unit	\$19.50
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$19.50
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$19.50
d	For Trailer and Mobile Homes	\$19.50
e	For Schools – each class room	\$19.50
f	For Garage or Service Station	\$19.50
g	For each Strata Titled Apartment Building – Rate per unit Forest Grove (42 units) Seaview (38 units) Misty Manor (34 units) Quatsino Chalet (60 units)	\$16.67
h	For each hotel/motel – per unit	\$6.67
i	For each campground site	\$1.25
j	For each beer parlor/legion	\$23.33
k	Coffee shop/restaurant/cocktail lounge	\$16.67
l	For each Office, Shop, Small Store or Laundry	\$16.67
m	Supermarket	\$16.67
n	Health Clinic	\$16.67
o	Church	\$7.50
p	Light Industrial shops:	
p (i)	5 employees or less	\$18.50
p (ii)	6 – 15 employees	\$22.65
p (iii)	16 – 30 employees	\$28.00

SCHEDULE C – STORM SEWER RATES

3. That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$75.00
b) Re-inspection of connection and each subsequent connection	\$75.00
c) Where a storm drain connection (standard 100 mm) is to be installed, a fee of Fifteen Hundred Dollars (\$1,500.00) shall be charged provided a storm drain main or lateral is within twenty (20) metres of the property line.	\$1,500.00
d) Where a storm drain connection is required above the 100 mm (4") or is beyond the twenty (20) metre distance, the fee shall be Fifteen Hundred Dollars (\$1,500.00) or at cost, whichever is higher.	\$1,500.00 minimum

SCHEDULE D – GARBAGE COLLECTION & DISPOSAL RATES

1. Garbage Rates	
The rates reflected in this schedule are based on a flat rate billing system as listed in the table below. The utility requires appropriate funds to operate and the use of the system is not commensurate of rate but a portion of the average base costs.	
(a) The minimum fee payable for the removal of garbage, ashes, and trade waste shall be as Per the table below and shall apply to:	
Residential unit – based on a maximum of two regulation garbage cans per pickup per week for each single family unit.	
(ii) Commercial unit – with no bins – based on a maximum of two regulation garbage cans per pickup per week for offices, warehouses, small retail and wholesale outlets and other small commercial enterprises.	
(iii) Large quantity commercial and industrial – will be charged according to their usage of 3 cu. Yard or 30 cu. Yard bins.	
	Rate Per month
Residential dwelling units, Strata Plan II & Mobile Homes	\$14.75
Strata Corporations – Seaview, Misty Manor, Forest Grove, Evergreen Terrace, & Quatsino Chalet (per bin/pickup)	\$17.50
Commercial/Institutions – per unit:	
Small	\$20.00
3-yd bin – per pickup	\$17.50
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).	10%

SCHEDULE E – STATUTORY FEE RATES

Rates do not include applicable taxes.

1.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$20.00
2.	Reports	
	a) Photocopies (Black & White)	
	8-1/2" x 11"	\$0.25/per page
	8-1/2" x 14"	\$0.25/per page
	11" x 17"	\$0.30/per page
	Photocopies (Color)	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.50/per page
	b) Faxes	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.00/per page
	c) Laminating	
	8-1/2" x 11"	\$3.00/per page
	8-1/2" x 14"	\$3.50/per page
	11" x 17"	\$4.00/per page
	d) Maps or Plans	At Cost
	e) Council Meeting Agendas	\$4.00
3.	NSF cheques returned	\$40.00
4.	Boulevard Debris Pick up or other Rental Purposes – Equipment will only be rented out with Village Operator	
	Dump Truck (includes operator)	\$200.00/hr
	Back Hoe (includes operator)	\$250.00/hr

SCHEDULE E - STATUTORY FEE RATES

(continued)

Rates do not include applicable taxes

5.	Commemorative benches	
	(a) Bench, plaque and installation	\$2,000.00
	(b) Commemorative tree or shrub and plaque	\$700.00 plus tree /shrub
6.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$7.50 per ¼ hour
	(b) for producing a record manually	\$7.50 per ¼ hour
	© for preparing a record for disclosure	\$7.50 per ¼ hour
	(d) for shipping copies	actual costs of shipping method chosen by applicant
7.	Advertising	
	Rumble Sheet Commercial Ads: Classified Ad	\$2.00 per line/ \$6.00 Minimum
	Business Card.....	\$6.00/per month
	¼ page.....	\$8.00/per month
	½ page.....	\$16.00/per month
	1 full page.....	\$32.00/per month
8.	Signage at Marina	
	17" wide x 9" high	\$18.36
	23" wide x 9" high	\$24.84
	17" wide x 20" high	\$40.80
9.	Tourism	
	Sales Commission on Gift Shop Items at Info Centre	15%

SCHEDULE F – BUSINESS LICENCE FEES

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Commercial/Industrial Definition – any business permitted in the zones designated in the Village of Port Alice Zoning and Land Use Bylaw and any amendments thereto.	Employing up to 3 people Employing up to 10 people Employing up to 25 people Employing up to 50 people Employing over 50 people	\$50.00 \$80.00 \$100.00 \$200.00 \$400.00
Rental units/spaces Definition – Any building containing rental units for residential or accommodation purposes or any land containing spaces to rent (including campgrounds, storage units, manufactured home parks, etc).	Up to 10 units Up to 20 units Up to 30 units Over 30 units	\$50.00 \$100.00 \$200.00 \$400.00
Home Occupation Definition – any business permitted in residential areas under the provisions of the Home Occupation Regulations set out in the Village of Port Alice Zoning Land Use Bylaw and any amendments thereto.	Per business	\$50.00
Miscellaneous Business Definition – any business not carried out of a building or premises within the Village of Port Alice, including, but not limited to: canvasser, agents, contractors, delivery services, mobile sales and servicing (not including “Mobile Business” defined hereinbefore) and any other business not hereinbefore provided.	Per business *Exception: Instructors offering less than 10 hours instruction/week	\$50.00 \$20.00
Mobile Business Definition – See Bylaw 496 – Schedule “B”	Per day	\$50.00
Each mobile unit	Per year	\$300.00
Non- Resident Business Definition – any type of business carried on in the Village by a non-resident (not including a non-resident that owns, or leases property in the Village for the purpose of operating the said business), including, but not limited to: direct sales, agents, professionals, contractors, delivery services, and mobile sales (except mobile Business defined in Schedule “B”-Bylaw 496).	North Island (Mt. Waddington Regional District) Business Per day Per year All other non-resident businesses Per day Per year	 \$20.00 \$80.00 \$30.00 \$100.00

Business License fees will be pro-rated 50% after July 31st of each year.

SCHEDULE G – RECREATION FACILITIES RATES

Rates do not include applicable taxes

Facility Rentals (during regular scheduled hours)	Rate
Community Centre	
Gym/Larry Pepper Room	\$13.00/hr
Gym/Larry Pepper Room	\$80.00/day
Gym/Larry Pepper Room (Event & Equipment Damage Deposit)	\$200.00
Gym/Larry Pepper Room Cleaning fee	\$30.00/hr
Activity Rooms	\$8.00/hr
Activity Rooms	\$50.00/day
Computer Room	\$13.00/hr
Computer Room	\$80.00/day
After Hours Rental	\$50.00/hr
Room Set up Fees (Chairs, Tables, Coffee, etc.) up to one hour of staff time:	\$30.00
For every half hour thereafter:	\$15.00
Coffee Service: includes coffee and supplies: Per Person	\$1.00
Minimum Fee	\$10.00
Sound System	\$50.00
Projector/Screen	\$15.00
TV/DVD	\$15.00
Tablecloths (per tablecloth)	\$2.50
CC Arts & Crafts at Cost plus 10%	
Sea View Activity Centre	
Multi Purpose Room	\$13.00/hr
Multi Purpose Room	\$80.00/day
Home Economics Room	\$13.00/hr
Home Economics Room	\$80.00/day
Reading or Seniors Room	\$8.00/hr
Reading or Seniors Room	\$50.00/day
After Hours Rental	\$50.00/hr
Arena	
Hockey Side	\$40.00/hr
Curling Side	\$40.00/hr
Arena Dry Floor: Hockey or Curling Slab	\$40.00/hr
Upper Curling Lounge	\$40.00/hr
Lower Curling Lounge	\$40.00/hr
Rental fees established in a Rental Agreement between the Village of Port Alice and the respective users takes precedence over the rental fees above.	

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES

1. Building Fees	
a) Value of construction up to \$1,000.00	\$175.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$8.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$4.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish a building	\$50.00
(1) Deposit for residential demolition	\$1,000.00
(2) Deposit for commercial/industrial demolition	\$2,000.00
h) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$100.00 single wide \$150.00 double wide
2. Refund of Fees	
a) An applicant for a Building, Building Moving, Demolition, Plumbing or Sign permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) No refund shall be made where construction or work has begun or an inspection has been made.	
iii) No refund shall be made for less than	\$100.00
3. Re-inspection Charge	
A re-inspection fee where more than two inspections are necessary	\$175.00

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES
(continued)

4. Application or Permit Transfer Fee	
A transfer fee of i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee. ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date. iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained.	\$50.00
5. Permit Extension Fee	
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$50.00
6. Letter Advising of Status of Property and Improvements	\$70.00/per hour
7. Building File Review	\$70.00/per hour
8. Fire Protection Equipment - Resubmission of plans	\$100.00 each submission

SCHEDULE I – CEMETERY RATES

Rates do not include applicable taxes.

	Care Fund (included)	Total Fee
Grave Space		
Adult Size	\$100.00	\$400.00
Child /Infant (under 10 years old)	\$75.00	\$300.00
Cremated Remains Size	\$30.00	\$120.00
Services - Opening and Closing grave for burials		
Adult Size: Monday- Friday 8:00 a.m. – 2:00 p.m.		\$600.00
Adult Size: Monday- Friday after 2:00 p.m.		\$800.00
Adult Size: Saturday, Sunday, Statutory Holidays		\$1,500.00
Child/Infant Size (under 10 years old): Monday- Friday 8:00 a.m. – 2:00 p.m.		\$500.00
Child/Infant Size (under 10 years old): Monday- Friday after 2:00 p.m.		\$700.00
Child/Infant Size (under 10 years old): Saturday, Sunday, Statutory Holidays		\$800.00
Services - Opening and Closing grave for Cremated Remains		
Monday- Friday 8:00 a.m. – 2:00 p.m.		\$200.00
Monday- Friday after 2:00 p.m.		\$360.00
Saturday, Sunday, Statutory Holidays		\$460.00
Services - Opening and Closing grave for Exhumation		
Adult Size: Monday – Friday 8:00 a.m. – 2:00 p.m.		\$620.00
Child/Infant Size (under 10 years old) Monday – Friday 8:00a.m. – 2:00 p.m.		\$565.00
Transfer of License		\$25.00
Installation of Memorials (Including Care Fund of \$25.00)		\$100.00
Goods		
Grave Liners		\$500.00
Oversize Grave Liners		\$650.00
Cremation Vaults		\$200.00

SCHEDULE J – BURNING PERMIT RATES

Class “A” Burning Permit: Industrial Land Clearing or Other Major Burning	\$30.00 per issue
Class “B” Burning Permit: Yard Waste & Minor Clean-up	\$5.00 per month
Penalty for False 911 Calls	\$50.00 per call

SCHEDULE K – ANIMAL CONTROL RATES

Annual license fee for spayed/neutered dog over eight (8) months old – January	\$15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$30.00
Replacement tags	\$2.50
Kennel License (plus \$2.50 per dog)	\$150.00
Impoundment (first offence)	\$50.00
Impoundment (second offence – within three months of the first)	\$75.00
Impoundment (third offence plus subsequent offences within 3 months of 1 st)	\$100.00
Care & Feeding	\$50.00

**SCHEDULE L - ZONING AND OFFICIAL COMMUNITY PLAN
BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$500.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$200.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$400.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees: Processing and inspection of application, costs associated notice and the mailing or delivery of the notice	\$250.00 First and \$100.00 each additional
3. Any Board of Variance Application	\$100.00
4. Sign application, processing and inspection	\$75.00
5. Temporary Land Use Permit	\$1,000.00

SCHEDULE M - SUBDIVISION APPLICATION RATES

Processing and inspection of application	\$600.00
Application fee: For 2 – 10 lots	\$175.00 per lot
For 11 or more lots	\$225.00 per lot
Extension of preliminary approval	\$250.00
Amendment to a Strata Subdivision	\$250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Application fee	\$100.00
Per unit/parcel	
Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the Village.	\$200.00
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

SCHEDULE N – MARINA RATES

The following fees and charges shall be in effect at the Port Alice Municipal Marina and designated parking lots:

Rates Include Applicable Taxes

Daily Moorage Rate for Recreational Vessels per foot per day	\$ 1.00
Monthly Moorage Rate for Recreational Vessels per foot	\$ 12.50
Daily Moorage Rate for Commercial Vessels per foot per day	\$.50
Monthly Moorage Rate for Commercial Vessels per foot	\$6.25
Vehicle parking permit – Daily (Includes Boat Launch)	\$10.00
Vehicle parking permit – Annual (Includes Boat Launch), Residents Only*	\$80.00
Service Charge: Any service undertaken to resolve a vessel related emergency or nuisance at the Marina shall be charged to the owner of the vessel at actual costs plus \$150 and shall not be less than \$150.	\$150.00 plus actual costs
Replacement Annual Pass	\$5.00
Secondary Annual Pass	\$5.00
Slip Reservation Fee to be paid annually in advance	\$1,260
Trailer Parking after 24 hours	\$5.00 per day
*Resident means a person who is: a) a resident as defined under the Elections Act: or b) A sole shareholder or senior shareholder of corporations that own real property within the Municipal boundaries.	
Fee for Vendors to set up at Marina	
Daily Rate	\$ 5.60
Weekly Rate	\$33.60
Monthly Rate	\$112.00
• Note: Must be open a minimum of 4 days per week for weekly or monthly rate.	

VILLAGE OF PORT ALICE
BYLAW NO. 670, 2022

BEING A BYLAW FOR THE VILLAGE OF PORT ALICE FINANCIAL PLAN 2022 - 2026

WHEREAS, under section 165 of the Community Charter the Council of the Village of Port Alice is required to adopt a financial plan before the annual property tax bylaw is adopted.

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts as follows:

1. Schedule "A" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2022 – 2026, Revenues and Expenditures.
2. Schedule "B" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2022 – 2026 Statement of Objectives and Policies.
3. This Bylaw may be cited for all purposes as the "Village of Port Alice Financial Plan 2022 - 2026 Bylaw No.670, 2022".

READ A FIRST AND SECOND TIME THIS 9th DAY OF MARCH 2022.

PUBLIC CONSULTATION HELD MARCH 17th, 2022.

READ A THIRD TIME THIS 23rd DAY OF MARCH 2022.

RECONSIDERED, AND ADOPTED THIS 13th DAY OF APRIL 2022.

Mayor

Chief Administrative Officer

Certified a true copy of Bylaw No.670, as adopted by Council on the 13th day of April 2022.

Chief Administrative Officer

**VILLAGE OF PORT ALICE
BYLAW NO. 670, 2022**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2022 - 2026
Bylaw No. 670, 2022 - Schedule 'A' REVENUES**

REVENUES	2022	2023	2024	2025	2026
Property Taxes	\$676,000	\$788,001	\$799,096	\$810,302	\$833,620
Utility/Grant in Place of Taxes	\$21,000	\$21,210	\$21,423	\$21,637	\$21,853
Total Taxation	\$697,000	\$809,211	\$820,519	\$831,939	\$855,473
Fees and Charges					
Garbage Rates/Penalties	\$80,000	\$80,800	\$81,608	\$82,424	\$83,248
Recreation Supplies and Services	\$9,000	\$9,090	\$9,181	\$9,273	\$9,365
Recreation Facilities Rentals	\$14,750	\$14,898	\$15,046	\$15,197	\$15,349
Licenses/Permits	\$11,600	\$11,716	\$11,833	\$11,951	\$12,071
Water Utility	\$61,000	\$61,610	\$62,226	\$62,848	\$63,477
Sewer Utility	\$142,000	\$143,420	\$144,854	\$146,303	\$147,766
Other Revenue	\$51,700	\$52,217	\$52,739	\$53,267	\$53,799
Total Fees and Charges	\$370,050	\$373,751	\$377,487	\$381,263	\$385,075
Other Revenue					
Federal Govt Grants	\$1,100	\$0	\$0	\$0	\$0
Provincial Govt Grants -	\$574,500	\$1,522,020	\$422,141	\$422,212	\$422,284
Regional District of Mt. Waddington	\$5,000	\$0	\$0	\$0	\$0
Total Other Revenue	\$580,600	\$1,522,020	\$422,141	\$422,212	\$422,284
Appropriation from Reserve					
Appropriation from NICF Funds	\$25,000	\$25,000	\$25,000	\$0	\$0
Appropriation from Surplus	\$97,000	\$400,050	\$0	\$0	\$0
Appropriation from Deferred Revenue: Gas Tax Fun	\$230,000	\$30,000	\$30,000	\$30,000	\$30,000
Appropriation from Covid Recovery Funds	\$110,000	\$0	\$0	\$0	\$0
Total Appropriation from Reserve	\$462,000	\$455,050	\$55,000	\$30,000	\$30,000
Funds Transfers	\$0	\$0	\$0	\$0	\$0
TOTAL LOCAL GOVERNMENT REVENUE	\$2,109,650	\$3,160,032	\$1,675,147	\$1,665,414	\$1,692,832

**VILLAGE OF PORT ALICE
BYLAW NO. 670, 2022**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2022 - 2026
Bylaw No. 670, 2022 - Schedule 'A'**

EXPENDITURES	2022	2023	2024	2025	2026
Debenture Debt Interest					
Community Centre Upgrades Matures - 2036	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Total Debenture Debt	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Capital Expenditures					
General	\$300,000	\$55,000	\$55,000	\$30,000	\$30,000
Water Utility	\$150,000	\$0	\$0	\$0	\$0
Sewer Utility	\$0	\$1,500,000	\$0	\$0	\$0
Total Capital Expenditures	\$450,000	\$1,555,000	\$55,000	\$30,000	\$30,000
Other Municipal Purposes					
General Government, & Fiscal Services	\$454,800	\$388,988	\$392,798	\$396,646	\$412,533
Fire & Protective Services	\$78,000	\$78,780	\$79,568	\$80,363	\$81,167
Public Works	\$360,700	\$364,307	\$367,950	\$371,630	\$375,346
Health & Environmental Services	\$225,000	\$227,245	\$229,512	\$231,803	\$234,116
Recreation Services	\$219,250	\$221,443	\$223,657	\$225,893	\$228,152
Water Utility	\$54,500	\$55,045	\$55,595	\$56,151	\$56,713
Sewer Utility	\$89,700	\$90,597	\$91,503	\$92,418	\$93,342
Total Other Municipal Purposes	\$1,481,950	\$1,426,405	\$1,440,583	\$1,454,904	\$1,481,369
Transfers to Reserves					
General Fund	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
Water Fund	\$6,500	\$6,565	\$6,632	\$6,698	\$6,763
Sewer Fund	\$52,300	\$52,823	\$53,351	\$53,885	\$54,424
Total Transfer of Funds	\$143,800	\$144,388	\$144,983	\$145,583	\$146,187
GRAND TOTAL	\$2,109,650	\$3,160,032	\$1,675,147	\$1,665,414	\$1,692,832
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**VILLAGE OF PORT ALICE
BYLAW NO. 670, 2022**

**Schedule B
Statement of Objectives and Policies**

In accordance with Section 165 (3.1) of the Community Charter, the Village is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165 (7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022. Property taxes normally contribute to the greatest proportion of the Village's revenue, however, in 2022 the largest proportion is Grant Revenue which is directly related to Capital Projects. The property tax revenue source offers several advantages. For example, it is simple to administer, and it is easy for residents to understand. It offers a stable and reliable source of revenue for local government services that are simply not practical or undesirable to fund on a user-pay basis. These services include general administration, fire protection, police services, bylaw enforcement, solid waste management, recreation, and local transportation services (i.e) maintenance & upkeep of local roads and streets.

User fees and charges form the fourth largest portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services that are effectively charged on a user fee basis include water and sewer services, garbage collection, building permits, and the sale of other goods and services such as recreation and cemetery services. Village Council and Staff support the value of user fees that are relative to the cost of the service to avoid the service being subsidized by taxation.

Objective

Over the next 5 years, the Village of Port Alice will review the proportion of revenue that is received from user fees and charges and increase current levels as required.

Policies

The Village will annually review all user fee levels to ensure they are adequately meeting the delivery costs of service.

Where possible, the Village will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

Table 1: 2022 Sources of Revenue

Revenue Source	Revenue: Percentages of Total Budget	Dollar Value
Taxation	13%	642,950
Fees, Charges & Other Revenue	7%	346,650
Federal & Provincial Grants	71%	3,620,130
Appropriation from Reserves & Surplus	9%	491,670
Total	100.00%	\$ 5,101,400

Schedule B Continued

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. Historically the major industrial property class provided the largest proportion of property tax revenue. This was appropriate as this class formed the largest portion of the assessment base and was the main reason for the existence of the community. BC Assessment changed the Class of the Major Industrial property to Business in 2020 and significantly reduced the value.

Objectives

The Village Council continues to work with all levels of government and local business to attract additional economic opportunities.

The Village also recognizes the need to maintain the property tax rate for business (class 6) at a low rate.

Policies

Supplement, where possible, revenues from user fees and charges to help offset the tax burden on all property classes. This will provide some relief and reduction of dependency on the pulp mill and other rate payers.

Council will continue to maintain and encourage economic development initiatives designed to attract more retail and commercial business to invest in the community. New business investments will help offset revenue dependency on all taxpayers by providing a broader tax base.

Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities

Regularly review and compare the Village's distribution of tax burden relative to other BC municipalities.

**Table 2: 2022 Distribution of Property Tax Rates
Based on Preliminary Values**

Property Class	Percentage of Total Property Taxation	Dollar Value
Residential (1)	79.9%	\$ 491,546
Utilities (2)	8%	\$ 51,173
Major Industrial (4)	0%	
Light Industrial (5)	5%	\$ 33,012
Business (6)	7%	\$ 44,439
Recreation (8)	0.1%	\$ 280
Total	100.00%	\$ 620,450

**VILLAGE OF PORT ALICE
BYLAW NO. 670, 2022**

Schedule B Continued

Permissive Tax Exemptions

The Village of Port Alice Council reviews all existing permissive tax exemption bylaws on an annual basis. Council bases their consideration on the following criteria:

The tax exemption must demonstrate benefit to the community and residents of Port Alice by enhancing the quality of life (economically, socially and culturally) within the community.

The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Village of Port Alice.

The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial or private gain.

Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the Village; (b) the potential demands for Village services or infrastructure arising from the property; and (c) the amount of revenue that the Village will lose if the exemption is granted.

Objective

The Village of Port Alice will continue to provide permissive tax exemptions to non-profit societies that contribute social, economic and cultural benefits to the community.

Policies

Council will continue working with all the non-profit societies for the betterment of the Community.

Reviewed and adopted by Council on 9th March 2022.

Mayor

Chief Administrative Officer



Gateway to the Wild West Coast

INFORMATION ITEMS

February 28, 2022

Honourable Minister Adrian Dix
Minister of Health
PO Box 9050 Stn Prov Govt
Victoria, BC V8W 9E2
Sent via email: HLTH.Minister@gov.bc.ca

Dear Minister Dix,

At their February 22, 2022 regular meeting, Maple Ridge Council considered the impact that restricted access to health and fitness facilities can have on a person's mental health and sense of well-being, and passed the following resolution:

WHEREAS the City of Maple Ridge recognizes the negative impact on mental health caused by social isolation during the Covid-19 pandemic and the mental and physical benefits of recreation for our citizens;

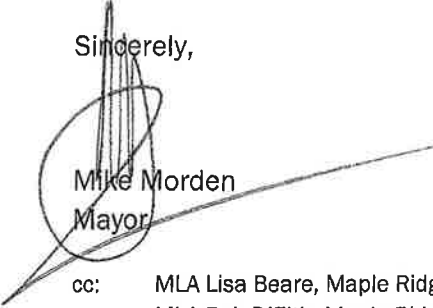
THEREFORE BE IT RESOLVED that the Mayor request the provincial Minister of Health allow all individuals access to civic recreation facilities paid for and maintained by their tax dollars without restrictions in order to minimize social isolation and promote positive mental health, with a carbon copy to the UBCM and other BC Municipalities.

In April-May 2021 the Province conducted a survey asking British Columbians about the impact COVID- 19 has had on their lives. Of the 394,382 respondents, nearly 47% said they had seen their mental health worsen due to the pandemic.

The programs delivered at our public facilities reduce isolation, promote community pride, increase self-esteem, build connected communities and strengthen family bonds.

Since the onset of COVID-19, the City has supported and followed all public health orders and WorkSafe BC requirements to ensure our civic facilities remain safe. With the recent lifting of many capacity restrictions and the acknowledgement that recreation contributes to ones mental and physical health we ask that public facilities be open to all citizens to allow equal opportunity to recreate.

Sincerely,



Mike Morden
Mayor

cc: MLA Lisa Beare, Maple Ridge – Pitt Meadows
MLA Bob D'Eith, Maple Ridge – Mission
Union of BC Municipalities
Maple Ridge City Council

OFFICE OF THE MAYOR

11995 Haney Place, Maple Ridge, BC V2X 6A9, Canada | Tel: 604-463-5221 | Fax: 604-467-7329 | mapleridge.ca
enquiries@mapleridge.ca

Doc #3019420

